



Preliminary IT Initiative Funding Request

Version 1 – 11/99

~ For DSG use only ~

	Recommendation	Comments/Funding Level Recommended	Date
DSG	<input type="checkbox"/> Approve <input type="checkbox"/> Deny <input type="checkbox"/> Postpone		

~ This section to be completed by the Business Sponsor ~

I. Initiative Name:		Date Submitted to DSG:
II. Contact Information		
	Name	Service Area
Business Sponsor		
IT Sponsor		
Project Manager		
COTR		
III. Schedule		
Expected Start Date:		
Anticipated Finish Date:		
IV. Initiative Type (check one)		Initiative Status (check one)
<input type="checkbox"/> Enterprise Application <input type="checkbox"/> Infrastructure <input type="checkbox"/> Research and Development <input type="checkbox"/> Other (Specify):		Blueprint: <input type="checkbox"/> New (new business or technical functionality) <input type="checkbox"/> Enhancement (adding business/technical functionality to an existing initiative) Required by: <input type="checkbox"/> Legislation/Regulation <input type="checkbox"/> Operations (keeping the 'trains' running, bug fixes, etc.) <input type="checkbox"/> Other (Specify):
V. Initiative Description		
What is the business problem that the IT initiative is addressing? •		
What is the scope of the initiative? •		
VI. System Interdependencies		
A. Does this initiative impact, or is part of, one or more existing/proposed or system initiatives?		<input type="checkbox"/> Yes <input type="checkbox"/> No
B. If yes to A, what initiatives are impacted (or are part of) this initiative? •		
VII. Benefits		
Identify and describe any tangible benefits resulting from this initiative and to what operating entity they will accrue.		
Quantify the Benefit		SFA goal/objective/ performance



Department of Education
Office of Student Financial Assistance Programs

If the Pilot is successful:						target supported			
•						•			
<i>Identify and describe any intangible benefits resulting from this initiative and to what operating entity they will accrue</i>									
•									
VIII. Costs									
	1999	2000	2001	2002	2003	2004	2005	BY+5 & beyond	Total
Pilot									
Development									
Operations									
TOTAL									
XI. Risks									
Type	Description of Risks					Steps to Mitigate Risk			
Technology	•					•			
Scope/Size	•					•			
Project Management	•					•			
Financial	•					•			
Organizational	•					•			
Other (Specify)	•					•			